

ECONOMIC COMMISSION FOR EUROPE
INLAND TRANSPORT COMMITTEE

Working Party on the Transport of Dangerous Goods

Joint Meeting of the RID Committee of Experts and the
Working Party on the Transport of Dangerous Goods

Geneva, 23-27 March 2009
Item 9 of the provisional agenda

ANY OTHER BUSINESS

Request for consultative status by the European Association
of Dangerous Goods Safety Advisers (EASA)

Note by the secretariat

The secretariat has received from EASA an application for consultative status which is attached hereto.



President

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And Jochen Conrad

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Request for observer status to the ECE Economic Commission for Europe Inland Transport Committees Working Party 15 and the ADR/ADN/RID Joint Meeting

Information on the European Association of dangerous goods Safety Advisers (EASA)

(a) The purpose of the EASA;

The European Association of dangerous goods Safety Advisers (EASA) is a federation of the national associations of DGSA Dangerous Goods Safety Advisers as well as of the training institutes of such DGSA. As such, it has an on-going concern with all aspects of the training of DGSA and in particular with the encouragement of new initiatives and improvement in the standards of regulatory requirements provided to the international user community. Being at the front in all matters concerning transports of dangerous goods, its members are providing a sound knowledge in all respects of transport and training issues.

(b) Information on the programmes and activities of the EASA in areas relevant to the work of the WP 15 and the country or countries in which they are carried out;

1. To establish effective communication on all issues regarding the work of the DGSA as well as the training institutes of DGSA between persons and organisations concerned with this issue.
2. To promote the foundation of national associations in all member states of the ADR/ADN and RID regulation and to organise conferences and symposia on topics and problems of common interest;
3. To attempt to find solutions to problems of training and examining that may arise through regulations and other factors of international importance;
4. To make recommendations through sponsoring organisations to national and international organisations on any question within these terms of reference when, in the judgement of the Federation, this is desirable or necessary.

The EASA operates through an executive board and a series of focussed national committees reporting to it.

(c) Confirmation of EASA interest in the goals and objectives of the WP-15 and the Joint Meeting of ADR/ADN/RID;

The EASA has a professional interest in the goals and objectives of the WP-15 and the Joint Meeting. EASA members are routinely responsible for world-wide distribution of dangerous goods or the training and examination of DGSA. The EASA recognises the Joint Meetings work on the field of regulation regarding the section 1.8.3 in collaboration with experts. It also recognises the need for the Committees to gain practical knowledge through experts directly involved in matters of application of the transport regulations in general and particular in the field of DGSA matters.

(d) Confirmation of the activities of EASA activities at the national, regional or international level;

The reports and activities described on the EASA are testament to its activities at the international level. The membership of the EASA Board, their committees and the general membership demonstrate the truly international nature of the EASA. Members contribute to activities and information provision that help find collaborative solutions and procedures to compliance with regulations or that help define best practice. The EASA disseminates such information and best practices widely. Its involvement with major international initiatives allows information flow for knowledge generation. Reports, publications, workshops, conferences and so on provide the vehicles for information exchange and knowledge development.

(e) A list of members of the governing body (Executive Board) of the EASA and their countries of nationality;

President: Jesus Pellejero (Spain)
Vice-president: Ernest Winkler (Switzerland)
Secretary: Stepahne Pettita (France)
Treasurer: Patricia Castro (Portugal)
Vocal: Belgium representative

European Association of dangerous goods Safety Advisers (EASA)

STATUTES

Article I: Name. The name of the organization shall be the European Association of dangerous goods Safety Advisers (EASA) (hereinafter referred to as the Federation or as the EASA).

Article II: Purpose. The purpose of the Federation is to promote activities that support the interests of safety and security in the fields of transport of dangerous goods and the training /examination of DGSA.

Article III: Structure. The Federation is the European head organisation of the national associations of DGSA or national training institutes of DGSA.

Article IV: Functions and Activities. The functions and management of the Federation are determined by the Statutes and Bylaws. The activities of the Federation are conducted under the authority of the General Assembly, which is composed of all members of the Federation.

Article V: Headquarters. The official headquarters of the EASA is the office of the Secretary of the Federation.

Article VI: Objectives. The general objectives of the Federation are:
to establish effective liaison between persons and organizations concerned with matters of DGSA duties and their training and examination;
to establish official means of communication among their members and related organizations;
to organize conferences and symposia on topics and problems of common interest;
to attempt solutions of problems of training and examination of DGSA that may arise;
to make recommendations to national and international organizations on any question within these terms of reference when, in the judgement of the Federation, this is desirable or necessary.

Article VII: Membership. The Federation consists of members. Membership shall not be on a national basis, nor there any restriction on the numbers of members from any one nation or institution. Any organisation and individual with a declared interest within the terms of reference is eligible to membership.

Article VIII: Membership Application and Termination. Application for membership in any category recognized by the Federation should be on a form available from the Secretary, and the Treasurer. An official register of active members in all categories will be maintained in the Headquarters of the Federation. Membership may be terminated by written notice from a member to the Secretary, by failure to pay subscriptions for two successive years or by a majority vote of the Executive Board for reasons of which the member shall be given notice in writing at least six months prior to the date upon which the vote is taken.

Article IX: Subscriptions and Donations. Some categories of membership are maintained in an active state through payment of appropriate annual subscriptions to the Federation. The several levels of subscriptions are determined by the Federation on the advice of the Executive Board. Subscriptions are varied according to economic status of members. The classes of subscription are defined in Bylaws.

Members may elect to subscribe above the annual minimum rate according to their individual means. The Federation may receive donations to the general Treasury of the Federation or for the specific activities of the EASA approved by the Executive Board. All subscriptions and donations shall be forwarded to the Treasurer of the Federation.

Article X: Rights and Privileges of Membership. All members:
have full participation in the affairs of the Federation, including the right to vote by proxy, except as otherwise specifically stated in the Statutes and Bylaws;
2. receive a list of all publications of the Federation and a copy of certain publications of general interest;
receive a copy of all publications of the Federation which are requested by the member, either gratis or at a privileged rate determined by the economic position of the Federation.

Article XI: Obligations of Membership (Restrictions). No member shall use their connection with the Federation to further their own interests or those of his their own or any other organization, except as is provided for in the Statutes and Bylaws.
No publication of the Federation shall bear an indication of sponsorship by any organization or institution other than those listed in Article III of the Statutes, except for an acknowledgment of financial assistance.
No publication of the Federation shall bear an indication of sponsorship by any organization or institution other than those listed as provided for in Article III of the Statutes, except for an acknowledgment of financial assistance or collaboration in joint programs for the furtherance of EASA objectives. Commercial advertising is permitted in EASA publications provided that it is

accompanied by a statement disclaiming endorsement of the product or claims by the advertiser.

The Federation is not responsible for the utterances or acts of any member unauthorized by the General Assembly or the Executive Board.

Article XII: Executive Board. The Executive Board shall consist of elected members and co-opted members. The Director of the EASA be ex officio member of the Board. The President, Vice-President and the members shall be elected by the following procedure:

not less than one year before the announced date of the next General Assembly, the President shall appoint a Nominations Committee to draw up a list of candidates for the elected members of the Executive Board.

not more than two months after appointment, the Nominations committee shall send the list to the President, with appropriate biographical information and written assurances that the nominees will serve if elected.

not less than nine months before the announced date of the next General Assembly, the Secretary will mail the list to the membership and request that any additional nominations be submitted within two months of the mailing. Any additional nominee shall be proposed by two members and the nomination shall be accompanied by a written assurance of willingness to serve if elected. Only actively subscribing members and official designates of Affiliate Members are eligible for election.

Six months before the announced date of the next General Assembly, the Secretary will send out the final list of nominations and ballot papers. On their return the ballots will be counted and the results announced at the next General Assembly.

An additional four Members shall be chosen from the members of the Federation by the eight members already elected by the General Assembly.

The Director of the EASA shall be ex officio, a member of the Board. The membership of the Board shall reflect the interests of the Federation.

Members of the Executive Board serve one term but are eligible for re-election, except that a Member who has served continuously through two terms shall not be eligible for re-election until one term has elapsed. The Secretary and the Treasurer shall be appointed from and by the Board.

Vacancies on the Executive Board that occur between meetings of the General Assembly may be filled by the remaining members of the Board from among the membership of the Federation. Such co-opted Members shall retire at the next meeting of the General Assembly but shall be eligible immediately for nomination as Executive Board members.

The word 'term' refers to the time elapsing between successive meetings of the General Assembly.

Article XIII: Officers of the Executive Board. The officers of the EASA shall be a President, a Vice-President, a Secretary, and a Treasurer. Offices may be combined temporarily at the discretion of the Board.

The officers of the Executive Board shall be the officers of the Federation.

The officers of the Executive Board shall retire at the close of the meeting of a General Assembly. They are eligible for re-election for a further term, provided that they remain as members of the Executive Board. No elected officer may serve in the same office on the Executive Board for more than two consecutive terms.

Proposed change to:

Article XIV: Duties of the EASA and its Officers. The Executive Board shall supervise the work of the Federation, execute decisions of the General Assembly, and in general promote the objectives of the Federation.

The President shall preside at meetings of the General Assembly of the Federation and at meetings of the Executive Board.

The Vice-President shall perform the duties and shall exercise the powers of the President during any period of absence or incapacitation of the President.

The duties of the Secretary shall include recording of the minutes of meetings of the General Assembly and of the Executive Board, publication of the Minutes of the General Assembly within 6 calendar months of the close of each conference of the EASA, distribution of the Minutes of the EASA to its members within 6 months of the conclusion of the Board meetings, and responsibility in general for the maintenance of effective liaison among the Executive Board, sponsoring organizations, and the several categories of members of the Federation. The Secretary shall prepare the Report of the Executive Board for presentation to the General Assembly at each of its meetings, and be responsible for conducting the ballot for the election of Board members according to Article XII of the Statutes.

The Treasurer shall be responsible for the administration of the finances of the Federation, and is authorized to receive monies on behalf of the Federation and to pay such debts as are incurred in the work of the Federation. The Treasurer shall furnish an audited balance sheet to the Executive Board annually and shall present a financial report and audited balance sheet to the General Assembly at each of its meetings.

Article XV: Signatures and Certification of Documents. Contracts and legal documents, other than cheques, shall be signed by the President and one other member of the Executive Board, after approval by the Executive Board. The payment of accounts and other disbursement of Federation funds shall be on Federation embossed cheques and shall require the signature of the Treasurer only.

Article XVI: Meetings and Quorums. An ordinary meeting of the members of the Federation is called the General Assembly and General Assemblies shall be held at intervals of not more than four years and or at times and places determined by the Executive Board. Extraordinary meetings of the General Assembly may be held at any time determined by the Executive Board, but not sooner than six months after issue of notices to the membership.

The Executive Board shall meet prior to each meeting of the General Assembly and at such other times and places as may be agreed upon by members of the Executive Board.

Sponsoring organizations shall be invited officially to send observers to all meetings of the General Assembly. Official observers may be invited by the Executive Board to attend its meetings in whole or in part.

A quorum for transacting business at any General Assembly shall be two-thirds of the members registered for the assembly. All decisions shall be by a simple majority of votes cast, including those of members present and those transmitted by recognized proxies, except that one-third of the members present can call for a postal ballot vote by all members on any agenda item. In the case of a quorum not being attained, the President may notify the General Assembly members that the meeting is adjourned to a later time, and if again a quorum is not attained, the members present shall constitute the quorum.

A quorum for transacting business in any meeting of the Executive Board is two-thirds of the EASA membership.

Article XVII: Appeals. Appeals against any decision of the General Assembly or of the Executive Board acting for the Federation may be made in writing to the Secretary by a minimum of ten members of the Federation. The Secretary shall submit such appeals to the next General Assembly. Where appeals are against a decision of the General Assembly such appeals may be accompanied by a recommendation from the Executive Board. Recommendations for action on such appeals made by the General Assembly shall be submitted to postal ballot of all members of the Federation.

Article XVIII: Committees. The Executive Board shall establish such committees as may be requested by the General Assembly and, between assemblies, such *ad hoc* committees as may be necessary for the effective management of Federation affairs. The Executive Board shall

determine the terms of reference of each committee unless these are otherwise defined by the General Assembly.

The Executive Board shall have the option of selecting the Chairman of each committee or of delegating the choice to the committee itself. Other officers, if any, within each committee shall be chosen by the committee from among its own membership.

The EASA shall have the power to dissolve any committee when, in the opinion of the Board, the task of the committee has been accomplished or when the committee has ceased to function effectively. In the latter case, the Board may reconstitute the committee and report its action to the next meeting of the General Assembly.

Each committee shall present a report through the Secretary to the Executive Board six months in advance of a General Assembly for presentation at the Assembly.

All committees are dissolved at the time of the Business Meeting of each General Assembly. The new Executive Board formed during the General Assembly assesses the value and function of each committee and, within the guidelines of the Assembly, reconstitutes committees or not, with the same or different memberships.

Article XIX: Amendment of Statutes. Changes and additions in the body of Statutes are accomplished in the manner specified in Bylaw G: Amendment of Statutes and Bylaws.

- End of statutes document -

EASA BYLAWS

A. Voting Rights. Each member who subscribes financially to the support of the EASA has one vote on the administration of the Federation. Each ordinary member may vote in person or by proxy, or, in the case of the election of members of the Executive Board EASA, by post. Each subscribing Affiliate member and each Sustaining member may cast its vote through one of its own staff, identified in writing to the Secretary EASA, or by proxy. An Adherent member has no vote unless it also qualifies as a Sustaining member.

B. Proxy Authorization. Any member holding a voting right may assign the use of that right to another member for use at a specific meeting of the Federation. Notice of proxy assignment must be in writing to the Secretary, naming the proxy and stipulating the meeting at which proxy votes may be cast.

C. Postal Ballots. Except for ballots for the election of members of the Executive Board EASA, which must be conducted according to Article XII of the Statutes, when postal ballots are called for and acted upon, valid ballot papers received by the Secretary within six months of their date of issue shall be counted and a decision based on a simple majority of the votes received.

D. Audit of Financial Records. Routine audit of the Treasurer's accounts for reports to the General Assembly and annually to the Executive Board shall be by two individuals chosen by the Treasurer. However, the General Assembly shall, on the advice of the Executive Board, appoint auditors to review the accounts of the Federation and to report their findings to the next following ordinary meeting of the General Assembly or to any extraordinary meeting of the Assembly or the Executive Board called to discuss financial matters.

E. Amendment of Statutes and Bylaws. Proposals for amendment of the Statutes and Bylaws may be made in writing by any two members of the Federation. Emendation is accomplished by a simple majority of votes cast by members on a mail ballot submitted by the Secretary at the direction of the Executive Board after its members have had opportunity to review and comment on the proposals. An amendment becomes effective upon publication or notice issued by the Secretary or not later upon announcement at the next succeeding General Assembly.